

THE EXECUTIVE INVENTORY

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Security Information

THE EXECUTIVE INVENTORY

1. The purpose of a Career Service Program is to develop people to the fullest extent to meet present and anticipated job needs of the Agency. An "executive inventory" is merely a means of matching present executives against present and anticipated executive needs, in order to plan intelligently to meet these needs.

2. As an aid to personnel planning at the top level of the Agency, the CIA Career Service Board will maintain an Executive Inventory of all personnel in grades GS-14, GS-15 and GS-16, and such other groups as the CIA Career Service Board shall from time to time determine. The Board will review Personnel Evaluation Reports on personnel in the Executive Inventory and will recommend inter-Office rotation programs for their further development. The Board will also recommend inter-Office transfers of those in the Executive Inventory to fill key Agency positions.

3. In addition to the Executive Inventory maintained by the CIA Career Service Board for top-level planning, each /Office/ Career Service Board may maintain any inventories which it finds helpful to use in its own planning.

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